



DRUMHELLER
DINOSAUR CAPITAL OF THE WORLD



REQUEST FOR QUOTATION

Hardware

- Conference Room Projector
- ID Printer

RFQ Issue Date: September 3, 2019

RFQ Closing Date: September 6, 2019 at 2:00 pm MDT

RFQ Contact: Barbara Miller, CPA, CGA, CLGM

Telephone (403) 823-1311

Facsimile (403) 823-7739

Email: bmiller@dinosaurvalley.com

1.0 **Purpose of Request for Quotation**

The Town of Drumheller is inviting quotations for the provision of the following products:

Qty	Description	Price - Each
2	BenQ MH760 Projector 1080P Conference Room Projector	
2	CAB 25' CAT6 Patch	
2	25 ft High Speed HDMI Cable - Ultra HD 4k x 2k HDMI Cable - HDMI to HDMI M/M	
2	HDMI F Keystone Insert	
1	BADGY BADGY200 Single Sided Dye Sublimation/Thermal Transfer Printer - Colour - Desktop - Card Print - 11 Second Mono - 38 Second Colour - 300DPI - Card, PVC Card, Laminated PVC, PBC Composite, PET Card, Business Card	
1	AMER Mounts Universal Drop Ceiling Projector Mount. Replaces 2'x2' ceiling tiles - supports up to 30lb load, 360 degree rotation, 180 degree tilt	
1	AMER Mounts 48" White projector mount extension - steel extension tube, 1" diameter	
1	AMER Mounts Universal Ceiling projector mount - White - Supports up to 30lb Load, 360 Degree Rotation, 180 Degree tilt	

2.0 **Quotation Submissions**

Interested proponents shall submit their quotation via email **no later than 2:00 pm MDT on Friday, September 6, 2019** to:

Barbara Miller, CPA, CGA, CLGM
Deputy CAO/Director of Corporate Services
Email: bmiller@dinosaurvalley.com

Subject: RFQ Projector

Late submissions will not be accepted.

3.0 **Conditions and Other General Information**

a.) All quotation responses, questions or inquiries shall be written in English.

Questions regarding this RFQ can be submitted by email to:

Barbara Miller, CPA, CGA, CLGM
Deputy CAO/Director of Corporate Services
Email: bmiller@dinosaurvalley.com

b.) The Town of Drumheller will not accept any submissions after 2:00 pm MDT on Friday, September 6, 2019. There will be no exceptions.

c.) Quotations received by the submission deadline will be publicly recorded on the Town of Drumheller website.

d.) All rates/pricing are to be quoted in Canadian dollars and are to be quoted G.S.T. extra, FOB Town of Drumheller.

e.) The Town of Drumheller reserves the right to accept the proposal which is deemed the most advantageous, and the right to reject any and all proposals, in each case, without giving notice. The Quotation shall remain open for acceptance for 15 days (15) days from the date and time of the closing date.

f.) The Town of Drumheller shall not be responsible for any costs that may be incurred by a proponent in preparing, submitting or presenting its response to this RFQ.

g.) Proponent clarification: If the proponent finds discrepancies in, or omissions from the proposal, or is requesting clarifications of scope of the proposal, they must notify the Director of Corporate Services immediately, who may send written instructions or issue addendums.

6.0 **Corporate Information**

Proponents shall include in their quotation the following information:

a.) Corporate Name, office location, phone, fax, website, G.S.T. no.

b.) Anticipated delivery time

c.) Warranty period